

MINUTES
Regular Session
THE DESIGN REVIEW BOARD
TOWN OF CAMP VERDE COUNCIL CHAMBERS
TUESDAY, September 23, 2008
3:00 PM

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Board motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. Call to Order

The meeting was called to order at 3:05 p.m.

2. Roll Call

Chairperson Binick, Vice Chairperson Hough, Board Members Norton and P&Z Commissioner Liaison Parrish were present; Members Brinkman, Darby and Holguin were absent.

Also Present: Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, Administrative Assistant Valerie House, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Binick.

4. Consent Agenda - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.

a. Approval of Minutes:

August 26, 2008 – Regular Session

b. Set Next Meeting, Date and Time:

October 28, 2008 – Regular Session

On a motion by Hough, seconded by Norton, the Consent Agenda was unanimously approved as presented, with the exception that Item 4.a), Approval of Minutes of August 26, 2008, was continued to the next meeting.

Vice Chairperson Hough advised the Board that because he was not present at the last meeting he was unable to vote on approval of Item 4a), Minutes of August 26, 2008; since his abstention would result in no quorum it was agreed to continue that item to the next meeting.

5. Call to the Public for Items not on the Agenda

There was no public input.

6. Public Hearing, Discussion and possible approval of DRB 2008-34: An application submitted by Rick Homes, General Partner of RK Development, LTD., owner of parcels 403-25-010 and 403-25-011, requesting design review approval of a 2 phased Multi-tenant Minor Industrial – Commercial complex consisting of two buildings. The subject parcels are zoned C3 and are each approximately ½ acre in size. The proposed project is located on lots 10 & 11 of the Verde Valley Business Park with identical buildings being placed, in two phases, on lots 10 & 11. Phase one (first building & amenities) will include development on lot 11 with the common driveway, all grading, building pads and the storm-water detention facilities

construction for both lots 10 & 11 to be completed at this stage. Phase two (second building & amenities) will be developed shortly after the first building has reached substantial occupancy.

A motion by Hough, seconded by Norton, to approve DRB 2008-34, as submitted, with stipulations as provided by the Town Engineer, was **subsequently retracted** by both Hough and Norton after discussion with staff.

On a motion by Binick, seconded by Norton, the Board unanimously approved DRB 2008-34, as submitted, with the additional five stipulations on Civil Site Plan review as stated in the Staff Report for the meeting of September 23, 2008.

STAFF PRESENTATION

Sr. Planner Jenkins advised the Board that the subject submittal by the applicant on the proposed two-phase development project has been reviewed by staff, and outlined the conditions to be met as addressed in the Town Engineer's approval of the Civil Site Plan regarding a drainage report and storm water grading plan and related drainage infrastructures, a handicap ramp, and the septic system for the Phase II building, if required. Jenkins also confirmed compliance with the Planning & Zoning ordinances requirements, and that staff is recommending approval with the provided stipulations as to additional screening for the Out of Africa entrance road and parking of company vehicles, as well as compliance with the conditions imposed by the Town Engineer. Jenkins presented and discussed with the members a billboard that illustrated views of the building from different directions including the access road from the Out of Africa complex.

Chairperson Binick requested a reminder of the issues discussed during the recent pre-application conceptual review regarding the front face of the building, fencing and screening, as well as colors; staff retrieved a copy of the Minutes of that meeting for review following the Applicant's Statement.

PUBLIC HEARING OPEN

Applicant's Statement

Rick Homes said he had nothing further to elaborate on in addition to what has been submitted.

Mr. Homes discussed with staff and the Board members the issue that had been pointed out in staff's review regarding parking of company vehicles. During the discussion Mr. Homes objected to any blanket requirement for all the trucks in the complex; Jenkins suggested that because of the roller doors at the rear of the building, some of the vehicles could be parked inside. Mr. Homes agreed, and said that he is trying to be as flexible as possible. Mr. Homes also suggested that parking could be determined based on each tenant's needs at the time they apply for space, as well as increasing parking space by reducing the amount of excess landscaping to which he had agreed. The possibility of on-street parking was discussed; Director Buckel said that parking is not currently specifically prohibited, but if the issue becomes a problem it will have to be addressed by the Town Marshal.

There was further discussion of the proposed landscaping, fencing, parking and access gates for the tenants, it was suggested that since the adjoining Out of Africa property will be separated by a buffer between the road and the applicant's property, that would make more sense than the applicant being responsible for the landscape elements being requested. During the discussion on the planned colors, Binick reiterated his objection to expanses of white roofs and side walls of buildings. During a brief discussion of the deed restrictions Mr. Homes confirmed

that a sufficient number of signatures had been received, and offered a copy of the document for the Town records. As a reminder of the specific suggestions made to the applicant at the previous pre-application hearing, Jenkins read that portion verbatim from the Minutes, and some of those items not yet addressed were briefly reviewed with the applicant.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT'S REBUTTAL

No rebuttal was required.

PUBLIC HEARING CLOSED

Board Discussion

The members further addressed the concern about the possibility of a lot of white roofs, as well as questioning the need to regulate internal parking; the issue of on-street parking may need to be addressed by the Town in the future. It was confirmed that the applicant has provided more landscaping than is required, and suggested that the two stipulations recommended by staff as to trees and parking were unnecessary.

STAFF COMMENTS

There were no further staff comments.

DISCUSSION OF MOTION

The subject of the drainage report and storm water grading plan outlined in the Civil Site Plan was discussed briefly regarding the run-off once all the lots are defined; Buckel confirmed that the subdivider has indicated that each lot as it is developed has to independently come up with a drainage plan to deal with the drainage in compliance with the existing development standards.

7. Board Informational Reports:

There were no Board informational reports.

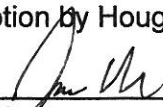
8. Staff Report

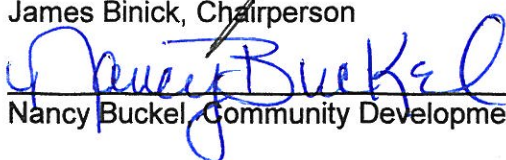
Buckel said that there will be modifications in the approval process once the Development Code is written, revised and updated; the Town Engineer will then be reviewing the construction part of the plans, as well as the Civil Site plans, before submitting them to Design Review. Buckel reported that the Design Review amendments were submitted to the Planning & Zoning Commission; after their review a public hearing has been scheduled for the second week in October. An addition was made regarding the list of Western elements; Buckel will report back to the Board any information on specific additions.

Buckel briefly discussed with the Board providing notices to them on upcoming seminars and conferences.

9. Adjournment

On a motion by Hough, seconded by Parrish, the meeting was adjourned at 4:00 p.m.


James Binick, Chairperson


Nancy Buckel, Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Design Review Board of the Town of Camp Verde during the Regular Session of the Design Review Board, Camp Verde, Arizona, held on the 23rd day of September 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 28th day of Oct., 2008.

Margaret Harper
Margaret Harper, Recording Secretary